

**Genola Town  
Planning Commission Meeting Minutes  
October 2, 2025**

**Planning Commission Present:** Chairman Avery Fitzgerald, Commissioners: Bruce Nieveen, Mike Maughan, Brent Carter, Norm Beagley, Kent Argyle  
**Absent:** Vice-Chair Daron Hughes  
**Staff Present:** Deputy Clerk Nicole Preston, Attorney Josh Nielsen  
**Public Present:** Sam Henstra, Justin Faulkner, David Zeeman

**1. Chairman Avery Fitzgerald called the meeting to order at 7:00pm.**

- a. Commissioner Michael Maughan gave the opening prayer
- b. Commissioner Avery Fitzgerald led the pledge of allegiance.

**AGENDA ITEMS:**

**2. Swearing in of new planning commission member**

- a. Deputy Clerk then swore in new Planning Commission member Kent Argyle

**3. Approval of Minutes for September 4, 2025.**

- a. Commissioner Norm Beagley made a **Motion** to approve the minutes for September 4<sup>th</sup>. Commissioner Brent Carter **Second** and the motion **Passed** all in favor.
  - i. Chairman Avery Fitzgerald - Yes
  - ii. Vice-Chair Daron Hughes - absent
  - iii. Commissioner Brent Carter - Yes
  - iv. Commissioner Bruce Nieveen - Yes
  - v. Commissioner Norm Beagley - Yes
  - vi. Commissioner Mike Maughan – Yes
  - vii. Commissioner Kent Argyle - Abstain

**PUBLIC FORUM –**

**David Zeeman** – Is asking for a 15-foot cap on lighting poles in residential areas. He feels that having lighting too high is detrimental to the community and ruins the atmosphere. The commission asked for clarification from Deputy Clerk Nikki Preston on what the current code was. She stated that the code in the R-1 zoning ordinance allows structures not for human occupancy to be up to 35 feet. Commissioner Maughan expressed his concern that possibly if these light poles may be close to the road and if they weren't constructed correctly then they could fall onto the road and is this something that the town should be worried about. They went deeper into the code and realized that light poles have no height limit, but the commission discussed that maybe it was more important to worry about the direction of the limit verses the height. They asked this to be a discussion item on next month's agenda.

**4. Discussion and possible action on a proposed site plan for an accessory building for Scott and Toni Shelton located at 560 N Main St. in the B&K Estates subdivision Lot 1 Parcel #35.813.0001.**

- a. The commission went through the site plan checklist. Needs to label gas and water and have the building dimensions clearly marked.

- 48 b. Commissioner Mike Maughan made a motion to approve the site plan with the  
49 contingency that they clearly mark the building dimensions and show the gas  
50 and culinary water on the site plan. Commissioner Norm Beagley Second and  
51 the motion Passed all in favor.  
52 i. Chairman Avery Fitzgerald - Yes  
53 ii. Vice-Chair Daron Hughes - absent  
54 iii. Commissioner Brent Carter - Yes  
55 iv. Commissioner Bruce Nieveen - Yes  
56 v. Commissioner Norm Beagley - Yes  
57 vi. Commissioner Mike Maughan – Yes  
58 vii. Commissioner Kent Argyle - Yes  
59

60 **5. Discussion and possible action on a proposed amendment to the Developmental**  
61 **Standards Ordinance**

- 62 a. City Attorney Josh Nielsen went through some of the proposed changes since  
63 the last meeting including the language on the drainage section, and that no  
64 laterals should be put in the town public right of way or within a proposed road.  
65 He said that some of these changes were to match up with County and State  
66 requirements. Commissioner Mike Maughan questioned if the town even the  
67 right had to tell someone that they can't put a lateral in a proposed road where  
68 a road doesn't already exist. It was clarified that the city doesn't put in roads and  
69 that it will happen at the time of development. They discussed taken out the  
70 proposed road sentence to address this concern.  
71 b. The commission then discussed the inspections section and determined that  
72 because the county board of health do the inspections already it isn't needed to  
73 regulate that our building inspectors needs to do any inspections. They decided  
74 that this section should be taken out. There was an argument by resident Sam  
75 Henstra that if we a resident owns both side of the road that this should be  
76 allowed. The commission pushed back saying that this is still not a good idea  
77 and the town shouldn't allow it to protect the town's road as well as protect the  
78 resident from possible damage to their lines.  
79 c. Commissioner Norm Beagley made a **motion** to recommend to the town council  
80 the proposed amendment to the developmental Standards ordinance with the  
81 changes that among other be removed from number 1, take out all of number 2,  
82 and take off proposed roads from number 6. Commissioner Bruce Nieveen  
83 **Second** and the motion **Passed** all in favor.  
84 i. Chairman Avery Fitzgerald - Yes  
85 ii. Vice-Chair Daron Hughes - absent  
86 iii. Commissioner Brent Carter - Yes  
87 iv. Commissioner Bruce Nieveen - Yes  
88 v. Commissioner Norm Beagley - Yes  
89 vi. Commissioner Mike Maughan – Yes  
90 vii. Commissioner Kent Argyle - Abstain  
91

92 **6. Discussion and possible action on a proposed amendment to the R-1 Zoning**  
93 **Ordinance.**

- 94 a. They discussed the option of having a property owner petition the town council  
95 to vacate the public utility easement and then have the document recorded with  
96 the legal description of the land to be vacated. The discussed changing the  
97 language to be via a legal description or an amended plat.  
98 b. They discussed a change to add what percentage the current proposed is 35%  
99 of concrete or asphalt could be on a parcel to protect drainage. The  
100 commission determined that they would be not include this wording on anything  
101 that would be accepted and possibly recommended today as this was the first  
102 time that it had been discussed or that it had been seen by most of the  
103 commission members.  
104 c. Commissioner Mike Maughan made a **Motion** to recommend to the Town  
105 Council the amendment to the R-1 Zoning ordinance with the changes as  
106 discussed. Commissioner Bruce Nieveen **Second** and the motion **Passed** all in  
107 favor.  
108 i. Chairman Avery Fitzgerald - Yes  
109 ii. Vice-Chair Daron Hughes - absent  
110 iii. Commissioner Brent Carter - Yes  
111 iv. Commissioner Bruce Nieveen - Yes  
112 v. Commissioner Norm Beagley - Yes  
113 vi. Commissioner Mike Maughan – Yes  
114 vii. Commissioner Kent Argyle - Abstain  
115

116 **7. Discussion on who/what qualifies for an agricultural exemption from Building**  
117 **Permits**

- 118 a. The commission discussed this but determined that this is out of the planning  
119 commissions purview and wouldn't be determined by the Planning Commission  
120 and instead this should be determined by the Mayor and city attorney.  
121

122 **8. Commission Comments**

- 123 a. Bruce Nieveen – had some proposed changes where he would like to propose  
124 that we require a certain amount of parking spaces for anyone who has parking  
125 spaces. He feels that this would be needed and in place before the state comes  
126 in and requires us to change our ordinance and the Town doesn't have  
127 adequate requirements in place. He feels that often there aren't enough parking  
128 spaces in rental properties and that just leads to parking problems on the roads.  
129 He would like it to be at least 2 parking spaces per bedroom, he has seen where  
130 multiple times especially with college living there aren't enough spaces for each  
131 apartment. It was clarified that this would probably be needed in the parking  
132 ordinance. They discussed other provisions that he felt that would need to be in  
133 to help with the possibility that the state requires high density housing, however,  
134 it was also determined that these proposal couldn't be considered until such  
135 time as the town requires that anyone who has rental properties disclose that to  
136 the town and is required to submit to the towns requirements.  
137

138 **9. Motion to Adjourn**

- 139 a. Commissioner Norm Beagley made a **motion** to adjourn. Chairman Brent  
140 Carter **Second** and the motion **Passed** all in favor.

- 141 i. Chairman Avery Fitzgerald - Yes  
142 ii. Vice-Chair Daron Hughes - absent  
143 iii. Commissioner Brent Carter - Yes  
144 iv. Commissioner Bruce Nieveen - Yes  
145 v. Commissioner Norm Beagley - Yes  
146 vi. Commissioner Mike Maughan – Yes  
147 vii. Commissioner Kent Argyle - Abstain  
148

149 b. The meeting was adjourned at 9:12pm  
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151 Minutes prepared by Deputy Clerk Nicole Preston  
152  
153

154 Approved on: December 4, 2025  
155

Lucinda Thomas

Lucinda Thomas, City Recorder